FilmL.A., Inc.
6255 W Sunset Blvd, 12th Floor
Hollywood, CA 90028
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00142396-A **Type of Permit:** FILMING **Release Date:** 10/10/2018

Production Company	ASPEN PRODUCTIONS
Insured Company Name	ASPEN PRODUCTIONS
Contact Phone No. 1	970-925-1031
Contact Phone No. 2	
Fax	
Address	1560 MEDICINE BOW ROAD ASPEN, Colorado 81612
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT W/ VIDEO COMPONENT
Type of Production	Miscellaneous

Producer	Liz Long
Director	Lori Adamski-Peek
1st AD	N/A N/A
Production Manager	Emily Knight
FilmL.A. Coordinator	Michael Gonzalez
Location Manager	Alan Vasquez Vasquez
Primary Phone	Mobile - 831.402.5668
Secondary Phone	
Location Assistant	Jere Long
Primary Phone	Mobile - 917.837.7356 |
Secondary Phone	

Fees

SANTA MONICA BEACH FILM LOCATION FEE	$1,269.59
SANTA MONICA PIER STILL PHOTO EXTERIOR LOCATION FEE	$1,856.13
SANTA MONICA POLICE OFFICER (8 HR MINIMUM)	$5,362.24
SANTA MONICA POLICE VEHICLE	$181.26
SANTA MONICA PARKS FILM LOCATION FEE	$1,237.42

Total Permit Fee $9,906.64

Number of Locations 3

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Location Address 200 Santa Monica Pier, Santa Monica, CA, 90401

Location Name SANTA MONICA PIER

Location Type Pier

Location Description ***SANTA MONICA BEACH SUMMER RESTRICTIONS - 5/20/17 THRU 9/5/17 (SCROLL DOWN)***
*No filming at the beach on weekends - still and motion
*The bike path cannot be used for filming from Memorial Day weekend through Labor Day weekend.
*Filming on Ocean Front Walk will be permitted on a case-by-case basis, discuss with Debbie Braley prior to sending permit.
*Filming is not allowed on beaches or beach parking lots on Memorial Day, July 4th or Labor Day weekends.
*Please keep in mind that the Twilight Concert Series will take place every Thursday at 7pm starting on June 22nd (through August 17th) these concerts can attract several thousand people to the pier and the beach. Sound checks usually occur much earlier in the day and can impact productions recording sound.
* Shoots on concert Thursdays that require police officers may be denied if there are no officers available.

Prep Dates 10/11/2018 - 10/11/2018 06:00 - 20:00 1 day

Film Dates 10/11/2018 - 10/11/2018 14:00 - 19:00 1 day

Strike Dates 10/11/2018 - 10/11/2018 06:00 - 20:00

Hold Dates 10/12/2018 - 10/12/2018 06:00 - 20:00

Open or Closed to the Public Open

Generic Conditions All vehicles must be parked on private property
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached Pier Weight limits.pdf

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

documents NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5
Cube Trucks	1
Generator	1
Motor Homes	1
Vans	2

Personnel on Location

Type	Quantity
Cast	4
Crew	24
Santa Monica Police Officer	1

Filming Activities Equipment on property; Equipment on sidewalk only.; Exterior models against scenery; Exterior motion without sound; Handheld equipment; Generator at basecamp;

Jurisdiction **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

Thomas Guide **Page:** 671 **Grid:** E3

Location Notes Must contact Aurora Pina (310-458-8935) in advance to secure permission to film at the Pier.
No posting of production/directional signs allowed on public property.

Approvals

SANTA MONICA - PARKING OFFICE	Nelly Platero
SANTA MONICA - PUBLIC WORKS DEPARTMENT	Kathy Ruff
SANTA MONICA - SANTA MONICA PIER CORPORATION	Aurora Pina
SANTA MONICA POLICE DEPARTMENT	Cody Green

Coordinator Note All public domain areas approved. If company wants to shoot within any Pier Tenants premises separate arrangements must be made directly with that tenant.

Municipal Pier cannot be blocked at anytime. 12' lane must be clear at all times.

All equipment filming/stills must be at least 10' away from Pier Vendor Carts.

All equipment must be hand carried on and off the Pier.

Coordinator Note Rider A releases location

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Parking

Base Camp	LOT #1 NORTH	**Crew Parking**	LOT #1 NORTH
Location	1550 Palisades	Location	1550 Palisades
Type : Other	Beach Rd, Santa	Type : Other	Beach Rd, Santa
Location	Monica, CA, 90401	Location	Monica, CA, 90401

Parking Notes

Base camps will be set up in the 1550 PCH lot, which is just north of the Pier. We are in contact with Nelly Platero & Anthony Mazeika, 310 458 8214

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Location Address Ocean Ave., Colorado Ave - San Vicente Blvd, Santa Monica, CA 90401

Location Name PALISADES PARK (SANTA MONICA)

Location Type Park

Film Dates 10/11/2018 - 10/11/2018 06:00 - 17:00 1 day

Open or Closed to the Public Open

Generic Conditions
Equipment staging and vehicles may park on one side of the street only.
Must comply with attached conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic
No steps from trailers, trucks or motorhomes may be facing road

Please see attached documents
DTSM Filming Guidelines 2013.pdf
NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf
Pacific Palisades_August_2018.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5
Cube Trucks	1
Generator	1
Motor Homes	1
Vans	2

Personnel on Location

Type	Quantity
Cast	4
Crew	18
Santa Monica Police Officer	1

Filming Activities Equipment on property; Equipment on sand; Equipment on sidewalk only.; Exterior models against scenery; Exterior motion without sound; Handheld equipment;

Jurisdiction **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

Thomas Guide **Page:** 671 **Grid:** D2

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Location Notes No posting of production/directional signs allowed on public property.

Approvals

SANTA MONICA - PUBLIC WORKS DEPARTMENT	Kathy Ruff
SANTA MONICA POLICE DEPARTMENT	Cody Green
SANTA MONICA/COMMUNITY AND CULTURAL SERVICES - ALL CITY PARKS/STATE BEACH AND BEACH PARKING LOTS	Wendy Pietrzak

Coordinator Note Rider A releases location

Parking

Base Camp	LOT #1 NORTH	**Crew Parking**	LOT #1 NORTH
Location	1550 Palisades	Location	1550 Palisades
Type : Other	Beach Rd, Santa	Type : Other	Beach Rd, Santa
Location	Monica, CA, 90401	Location	Monica, CA, 90401

Parking Notes
Base camps will be set up in the 1550 PCH lot, which is just north of the Pier. We are in contact with Nelly Platero & Anthony Mazeika, 310 458 8214

Posting "No Parking" signs
W/S OCEAN AVE, MONTANA SOUTH FOR THREE METERS (708, 710, 712)
W/S OCEAN AVE, MONTANA METERS 800, 802, 804, 806, 808, 810
W/S OCEAN AVE, CALIFORNIA ST NORTH FOR SIX METERS (1102, 1104, 1106, 1108, 1110, 1112)
W/S OCEAN AVE, SANTA MONICA SOUTH FOR SIX METERS (1400, 1402, 1404, 1406, 1408, 1410)

Approximate Footage County Parking **Log Number** Santa Monica Posting

Date(s) 10/11/2018 to 10/11/2018 **Time(s)** 06:00 to 15:00

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Location Address SANTA MONICA BEACH (EXCLUDING PIER), SANTA MONICA, CA, 90401

Location Name SANTA MONICA BEACH

Location Type Beach

Location Description WHEN HAVING WATER ACTIVITY OR REQUESTING USE OF LIFEGUARD TOWERS
* PRODUCTION NEEDS TO CONTACT THE LEAD SANTA MONICA LIFEGUARD CAPTAIN 2 DAYS IN ADVANCE AT 310-394-3261 TO DISCUSS THEIR ACTIVITY.

*****SANTA MONICA BEACH SUMMER RESTRICTIONS - 5/21/19 THRU 9/4/18 (SCROLL DOWN)*****
*No filming at the beach on weekends - still and motion
*The bike path cannot be used for filming from Memorial Day weekend through Labor Day weekend.
*Filming on Ocean Front Walk will be permitted on a case-by-case basis, discuss with Wendy prior to sending permit.
*Filming is not allowed on beaches or beach parking lots on Memorial Day, July 4th or Labor Day weekends.

No posting of production/directional signs allowed on public property.

Lifeguard fees are not collected by FilmL.A. These fees are charged directly by Dept. of Beaches & Harbors for services rendered. Companies must provide a valid billing address for this purpose.

Prep Dates 10/11/2018 - 10/11/2018 06:00 - 20:00 1 day

Film Dates 10/11/2018 - 10/11/2018 06:00 - 19:00 1 day

Strike Dates 10/11/2018 - 10/11/2018 06:00 - 20:00

Hold Dates 10/12/2018 - 10/12/2018 06:00 - 20:00

Open or Closed to the Public Open

Generic Conditions All vehicles must be parked on private property
Must comply with attached conditions

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Summary Information — Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

Must Maintain 5' Clearance on Sidewalks/Walkways
Must maintain local/emergency access
No cast or crew parking on area streets
No interference with vehicular or pedestrian traffic

Please see attached documents NO SIGNAGE IN SANTA MONICA.pdf
Guidelines for Use of Parking Lots in the City of Santa Monica.pdf

Equipment on Location

Type	Quantity
Cast/Crew vehicles	5
Cube Trucks	1
Generator	1
Motor Homes	1
Vans	2

Personnel on Location

Type	Quantity
Cast	4
Crew	24
Santa Monica Police Officer	2

Filming Activities Equipment on sand; Exterior models against scenery; Exterior motion without sound; Handheld equipment; Filming on bike path and at Muscle Beach;

Jurisdiction **Political:** City of Santa Monica **Police:** Santa Monica Police Department **Fire:** Santa Monica Fire Department

Thomas Guide **Page:** 671 **Grid:** E3

Approvals

SANTA MONICA - PUBLIC WORKS DEPARTMENT	Kathy Ruff
SANTA MONICA POLICE DEPARTMENT	Cody Green
SANTA MONICA/COMMUNITY AND CULTURAL SERVICES - ALL CITY PARKS/STATE BEACH AND BEACH PARKING LOTS	Wendy Pietrzak

Coordinator Note 2 SMPD officers required for IPC on bike path

Coordinator Note Rider A releases location

Parking

Base Camp	LOT #1 NORTH	**Crew Parking**	LOT #1 NORTH
Location	1550 Palisades	Location	1550 Palisades
Type : Other Location	Beach Rd, Santa Monica, CA, 90401	Type : Other Location	Beach Rd, Santa Monica, CA, 90401

Parking Notes
Base camps will be set up in the 1550 PCH lot, which is just north of the Pier. We

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Summary Information

Location

Permit Number	F00142396-A	**Location Manager**	Alan Vasquez Vasquez
Production Company	ASPEN PRODUCTIONS	Primary Phone	Mobile - 831.402.5668
Insured Company	ASPEN PRODUCTIONS	Secondary Phone	
Production Title	NEW BALANCE Q2 2019 PHOTOSHOOT...		

are in contact with Nelly Platero & Anthony Mazeika, 310 458 8214

NOT A PERMIT

Permit #F00142396-A

City of
Santa Monica

Office of Pier Management
200 Santa Monica Pier
Santa Monica, California 90401
O: (310) 458 - 8216

Santa Monica Pier Weight Limits and Restrictions

Weight Limits: Municipal Pier, 10 tons (20,000 lbs). Pier parking lot and Pleasure Pier, 3 tons (6,000 lbs) 21461(a) cvc

Vehicle Length: No vehicles over 22 feet in length (with or without trailers) 21461(a) cvc

Vehicles adhering to these guidelines, they may travel onto the Municipal Pier or the event lane on the Pier parking lot, include: Ford E/F 250, Dodge or Chevy 2500, and stake bed or box trucks with a California DMV Declaration of Weight decal of 20 or less. Vehicles with the California DMV Declaration of Weight decal of more than 20 will not be allowed on the pier. (Example of decal below.) GVW and GCW will not be used to determine weight.

It is at the discretion of a Harbor Patrol Officer that any vehicle that looks overloaded or is capable of being overloaded can be sent out to get weighed so that proof can be presented.

NO vehicles may remain parked on Pier roadway or in Pier Deck Parking with the exception of loading or unloading only.

NO vehicles will be allowed to drive beyond Pacific Park at any time.

ALL vehicles must be parked at the yellow curb during loading and unloading allowing full access for emergency vehicles. The number of delivery vehicles allowed on the pier at any one time will be at the discretion of the assigned Harbor Patrol Officer.

NO trailers other than single axles will be allowed in the Pier Deck Parking Lot.
** Towed generator units, must have a weight certificate from an authorized weight station dated 1 hour prior to pier arrival. Weight certificates must be submitted to the assigned Harbor Patrol Officer before being driven on the Pier**

NO Gators, Golf Carts, Scissor Lift, or Fork Lifts are permitted on the Handicap/Pedestrian ramps to gain access to the Santa Monica Pier. Unless otherwise approved in the planning process for onetime up and onetime down. If approved, the South ramp is the only ramp to be used.

NO Scissor Lifts or Fork Lifts will be allowed on the pier without pneumatic tires (air filled) and **Shall Not** weigh more than 6,000 lbs. 5/8 inch (or thicker) OSB or plywood must be used underneath the lift during its entire operation on the wood deck.

NO skid steer forklifts (i.e. Bobcats) will be permitted anywhere on the pier.

NO form of ballast other than water containers shall be used for securing large tents or stages. All containers must be filled in place. Any container or grouping of more than 110 gallons must be placed on 5/8 inch OSB or plywood. Cabling through the deck may be used as an alternative that must be approved in the planning process due to other restrictions.

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City of Santa Monica
Transportation Engineering & Management Division
Post Office Box 2200, Santa Monica, California 90407-2200

NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

NOT A PERMIT

CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

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b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
   a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
   b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
   c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
   d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
   a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
   b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
   c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
   d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
   a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
   b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
   c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

NOT A PERMIT

Updated July 2013

DOWNTOWN SANTA MONICA FILMING GUIDELINES

- A **City of Santa Monica permit through FilmL.A** is required. Please go to www.filmla.com and apply for the permit through the Online Permit System (OPS) or for more information, please call FilmL.A. at 213-977-8600 and ask for Production Planning.

- **An Application Fee, Site Fee, and Certificate of Insurance** is also required.

- Normal permitted filming hours are from 8:00 a.m. to 10:00 p.m. Filming activity before 8:00 a.m. or after 10:00 p.m. requires a written approval from 90% of residents and businesses located with 250-foot radius of filming location.

- No filming is allowed on Wednesdays due to Farmers' Market or on Saturdays and Sundays due to the high volume of shopping traffic. However, low-impact, small productions – man-on-the-street interviews and still photo shoots will be considered on a case-by-case basis.

- A filming fee is required pursuant to Downtown Santa Monica, Inc **Filming Fee Schedule**. A location fee is applicable for **each day** of filming including preparation and strike days.

- No parking of equipment in alleys will be allowed. Parking of generators in alleys will be considered on a case-by-case basis and must be approved by the City of Santa Monica.

- No District pedestrians or vehicle traffic are to be unreasonably inconvenienced, and no merchant, pavilion tenant or cart vendor is to be disturbed by the filming or prep time, without prior notification to the merchant or tenant and Downtown Santa Monica, Inc.

- Street meters require the signature of the merchant adjacent to the space.

- On the Third Street Promenade, there must always be an unobstructed 12' fire lane.

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Transportation Engineering & Management Division
Post Office Box 2200, Santa Monica, California 90407-2200

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From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

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Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

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CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

NOT A PERMIT

b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
   a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
   b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
   c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
   d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

6. Pay-Upon-Entry:
   a. Production companies also have the option to Pay-upon-entry at any City facility. This is only for productions that do not need any basecamp or RESERVED parking.
   b. Paying-upon-entry is for productions that wish to have all their vehicles pay at the cashier booth or pay machine upon entering the lot on the day of production.
   c. Production companies are prohibited from purchasing extra spaces to set up any basecamp activity. Paying-upon-entry is simply parking a vehicle and then leaving the lot.
   d. Production companies may inquire with the City of Santa Monica to confirm which City facilities are available for Pay-upon-entry.

7. Cancellation Policy:
   a. Cancellations for RESERVED parking and UNRESERVED parking must be made more than 48 business hours of production date. Cancellations made within this time period will be honored at no cost to the production company.
   b. Cancellations for RESERVED parking and UNRESERVED parking made within 48 business hours will not be honored. NO refunds will be given.
   c. Cancellations for Pay-upon-entry requires no notification as no parking fees are associated with the Film LA permit.

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SPECIAL FILMING CONDITIONS
PACIFIC PALISADES, PALISADES HIGHLANDS AND CASTELLAMMARE AREAS

The Special Filming Conditions described below will be included in the terms and conditions of permits issued for filming in this area and are in addition to the standard terms and conditions applicable to filming permits generally. While these Special Filming Conditions will be included as terms if a permit for filming in this area is issued, they are not intended to, and do not, establish the criteria or standards for determining whether or not a particular permit (or permits) will be issued for this area. The decision whether or not a particular permit (or permits) will be issued is vested in the discretion of the appropriate City or County department or their designees (including FilmL.A., Inc.), to be exercised consistent with public health, safety and general welfare, and applicable land-use ordinances.

The following Special Filming Conditions have been established to mitigate the concerns of local residents. These Conditions are a result of meetings with the Pacific Palisades Town Council, City Council Office representatives and area residents.

- **FilmL.A. will evaluate all requests for permits in this area using the following criteria:** Frequency of filming per block near the requested location and parking areas – Duration and frequency of recent filming – Proximity of concurrent filming activities – Historical use – Recent problems or complaints – Number of filming days requested – Company size – Proposed activities (effects, excessive noise, cranes, etc.) – any other criteria that may be relevant to the specific situation. ***NO PERMITS FOR THIS AREA SHOULD BE ASSUMED TO BE AVAILABLE WITHOUT THE ABOVE REVIEW.***

- **Affected residents must be notified at least two (2) days in advance of the first day of filming or the first day of any substantial set preparation.** *Permit requests must be submitted to FilmL.A. at least three (3) days in advance.*

- **Craft services, catering trucks, food preparation tables and dining tables are prohibited on sidewalks or parkways and must be out of public view.**

- **Trash and refuse must be removed from the area immediately after filming activities are completed.**

- **Production companies may not arrive in the area prior to 7:00 a.m. and must depart no later than 10:00 p.m.** unless affected residents (generally those within 300' of the filming activities or equipment parking) are surveyed to identify neighborhood concerns and approval is obtained from the Permit Authority. The approved times must be indicated on the permit.

- **No weekend or holiday filming unless approved by the Permit Authority.**

- **Parking of production equipment is limited to one side of the street.** Film company vehicles shall not interfere with gardener's activities, trash pick up, safe use of streets or access to resident driveways, unless approved by the affected residents. ***In some instances, it may be necessary for companies to post both sides of the street to maintain proper access for emergency vehicles and area residents.***

- **A FilmL.A. Monitor will be assigned to encourage compliance with the permit and conditions.** The Monitor will generally arrive at the designated location 1 hour prior to the permit start time to note proper arrival time and remain with the production company during all filming-related activities and ensure proper departure time.

- **Lighting is to be confined to the specific site and shall not adversely impact neighbors and/or traffic.**

- **Cast and crew may not park on area streets.** Off-street parking must be provided.

- **Prep and strike days must be included on the permit and may not take place on weekends unless approved by the Permit Authority.**

NOTE: ADDITIONAL CONDITIONS ARE APPLICABLE FOR THE HUNTINGTON PALISADES, RIVIERA ESTATES, PALISADES BLUFF AREA AND THE INTERSECTION OF ALMA REAL AND OCAMPO DRIVES.

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City of Santa Monica
Transportation Engineering & Management Division
Post Office Box 2200, Santa Monica, California 90407-2200

NOTICE

To: Applicants for Film Permits in the City of Santa Monica

From: Transportation Engineering & Management Division

Subjects: Directional and Other Signs

Use of Temporary No Parking Signs

Please be advised that the posting of advertising, directional or other types of signs in, or visible from, public rights-of-way is prohibited by Chapter 9.52 of the Santa Monica Municipal Code. Any such signs will be removed and destroyed by City forces. And, you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

Temporary No Parking signs are available to facilitate your filming activities from the Public Works Permit Counter. You are responsible for the installation and removal of such signs. You will be provided with a sheet of instructions when you pick up the signs. Temporary No Parking signs must be removed immediately after your film shoot is completed. Any Temporary No Parking signs not promptly removed will be removed by City forces. And you will be charged $59.93 per sign or the actual cost of removal, whichever is greater, for each such sign.

In order to avoid such problems, we respectfully request your voluntary compliance.

Should you have questions, please contact the Transportation Engineering & Management Division at (310) 458-8291 or traffic.engineering@smgov.net.

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CONDITIONS FOR USE OF PARKING LOTS FOR FILMINGS, PHOTOSHOOTS, AND BASECAMPS IN THE CITY OF SANTA MONICA

****These conditions only apply to production companies approved to use City-owned lots and do not imply permission to use any City lot****

1. Available Lots:
    a. The ONLY lots available for rental are Beach Lots 4 and 5 South, and Beach Lots 1 North through 8 North. There are no exceptions. Requested parking lot(s) must be clearly stated in the base camp/crew parking portion of your Film LA. permit. Applying for a Film L.A permit does not guarantee use of the parking lots. The City of Santa Monica Parking Department has final authorization regarding use of the parking lots. A parking application must be submitted to the Parking Department in addition to the submittal of the Film L.A permit.

2. Space Availability:
    a. The amount of spaces available for purchase can vary depending on the time of year. As a starting point, no production company may rent out more than half the available spaces of any lot. During certain times of the year (i.e. spring break, summer, any other special events, etc.), additional restrictions will apply regarding space availability, if any.

3. Restrictions:
    a. The production company can only use the spaces that have been purchased and reserved for them.
    b. Parking must be finalized no later than 72 business hours before the production date. There will be no adding of spaces after that time or on the day of filming.
    c. The RESERVED area will be set up the night before by the parking operator, usually at 10pm. There is no guarantee that there will be not be any vehicles already parked in the RESERVED area by the shoot date. It is the production company's responsibility to ensure no other vehicles park in the RESERVED area upon possession of the space. The City merely sells the spaces and sections it off.
    d. At no time can the production company extend the basecamp or deny transient parkers access to the parking lot.

4. Basecamps/Reserved Parking:
    a. Production companies must park all vehicles and materials/equipment within their RESERVED event space. Any vehicles parked outside the event space will need to show proof of payment of the Daily parking rate for that individual vehicle or become subject to citation.

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b. Depending on the size and location of the RESERVED area, production companies may be required to pay for any parking spaces used to divert traffic around the RESERVED area. This is to prevent traffic from driving through the RESERVED area and to keep the traffic flowing smoothly within the lot. These spaces are also procured at the RESERVED rate of 3x the Daily rate.

5. Unreserved Parking:
   a. Production companies may purchase UNRESERVED parking for vehicles they wish to park outside their event space. The UNRESERVED parking is the Daily rate of the lot for that specific date and will allow the parker to stay past sunset.
   b. UNRESERVED parking is for the parking of vehicles ONLY. The production company may not use UNRESERVED parking for setting up any basecamp activities such as tents, chairs, wardrobe, generators, storing of materials, etc.
   c. The purchase of UNRESERVED permits requires the production company to pick up the permits from the City parking office, however, payment is still made directly to Film LA.
   d. The UNRESERVED parking permit must be displayed in the vehicle upon entering the lot and must be displayed in the vehicle at all times. Failure to display the permit is subject to citation. UNRESERVED parking is on a first-come, first-serve basis and does not guarantee a parking space in the lot.

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